

Hamilton County

Department of Probation Services

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Director

Adult Division
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Juvenile Division
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INFORMATION ON JUVENILE EXPUNGEMENTS

MUST BE EIGHTEEN (18)

The process of expunging juvenile records is started by sending a letter to the Judge, in whose court you appeared or who signed your Order of Probation/Informal Adjustment order, requesting that your records be expunged. In addition to your personal letter, your parents may also send a letter giving reasons why they believe an expungement should be granted to you.

The following information should be included in your letter:

- 1.) Social Security Number
- 2.) Date of Birth
- 3.) Current Address
- 4.) Employment and/or School
- 5.) Social Activities
- 6.) Why you want your record expunged
- 7.) Reasons why you believe expungement should be granted

It is up to the discretion of the Judge whether or not your record will be expunged. If an expungement is granted, you will receive notice that it has taken place. Your file and records pertaining to you will be destroyed.

The process of expunging juvenile records could take several weeks. If you have questions regarding the length of time it is taking, contact Kathy Ransford at 317-776-5856, Hamilton County Department of Probation Services, Juvenile Division.

The names of the Judges involved in juvenile cases are as follows:

Honorable Paul Felix
Hamilton County Circuit Court
One Hamilton County Square, Suite 337
Noblesville, Indiana 46060-2232

Honorable Steven R. Nation
Hamilton County Superior Court I
One Hamilton County Square, Suite 345
Noblesville, Indiana 46060-2232